



SEKOLAH PENGAJIAN SISWAZAH UTeM
SCHOOL OF GRADUATE STUDIES, UTeM

KESIDANG SCHOLARSHIP

1.0 INTRODUCTION

- 1.1 Kesidang Scholarship is an initiative by the Universiti Teknikal Malaysia Melaka (UTeM) to support Malaysian and International in any Doctoral and Masters programmes at UTeM.
- 1.2 The scholarship programme offers financial support to students pursuing postgraduate programmes at UTeM.
- 1.3 The Kesidang Scholarship is also an initiative by UTeM to increase the number of Graduate on Time (GOT) postgraduate students.

2.0 SCHOLARSHIP SCOPE

2.1 This scholarship is offered to students enrolled in the following full-time postgraduate programmes (excluding off-shore programmes):

- a) Doctor of Philosophy (PhD) only (excluding other doctoral programmes);
- b) Masters by Research (MSc); and
- c) Masters by Coursework (excluding Masters of Business Administration (MBA)).

2.2 Scholarship funding only covers Tuition Fees, excluding Registration Fees, Examination Fees, Service Fees, fine and others.

2.3 Scholarship funding also does not include living allowance.

3.0 DURATION OF FUNDING

3.1 The duration of Kesidang scholarship funding is as outlined in Table 1.

Table 1: Duration of Funding

Level of Study	Duration of Funding (Year and Semesters)
PhD	3 years (6 semesters)
Master	2 years (4 semesters)

4.0 APPLICATION REQUIREMENTS

4.1 The application requirements for the Kesidang Scholarship are as follows:

- i. The scholarship is open to both local and international applicants who have received a full or conditional offer for a programme and have not yet enrolled at UTeM.
- ii. Applicants does not receive any other funding/loans that cover tuition fees;
- iii. Applicants should have a CGPA of 3.00 or higher or its equivalent at the Bachelor's degree level for Master's degree applications.
- iv. Local applicants with a household income below RM5,000.00 will be given priority.
- v. Priority will be also given to international applicants from countries affected by wars and poverty.
- vi. Applicants must pass an interview/ assessment.

5.0 APPLICATION PROCESS

- 5.1 Applications must be submitted using the application form provided by the School of Graduate Studies (SPS) and include all required documents.
- 5.2 Applications that are incomplete or have missing forms/documents will not be considered.
- 5.3 Applications can only be made prior to registering as a student.
- 5.4 Applications submitted after registration will not be considered.

6.0 SELECTION PROCESS

- 6.1 Applicants selection will be carried out through interviews/ evaluation and selection by the Kesidang Scholarship Committee.
- 6.2 SPS will screen candidates based on the specified requirements and submit their applications to the Kesidang Scholarship Committee. The committee will then select and approve applicants through the interview/evaluation process.
- 6.3 Only applications that successfully pass the initial screening will be considered for the interview/ evaluation.
- 6.4 The approval is subject to the stipulated requirements and the available funds in the scholarship allocation at any given time.
- 6.5 The decision on selection is final. Any appeals will not be considered.

7.0 TERMS OF THE OFFER

- 7.1 The terms of the Kesidang Scholarship offer are as follows:
 - i. Recipients must complete their studies within the specified scholarship funding duration;
 - ii. Recipients must maintain active status in each semester during the funding duration;
 - iii. Recipients must maintain a Good Standing (KB) status each semester during the funding duration; and
 - iv. Recipients cannot receive any other funding/loans that cover Tuition Fees during the funding duration.

8.0 RESPONSIBILITIES OF SCHOLARSHIP RECIPIENTS

8.1 The responsibilities of scholarship recipients are as follows:

- i. Recipients are required to complete their studies within the scholarship funding period. If a student fails to complete their studies within the funding duration, all related fees/costs will be the responsibility of the student.
- ii. Scholarship recipients are required to register for each semester at the start of the term.
- iii. Recipients must maintain a Good Standing (KB) and pass all courses each semester. Any repeat course (UM) will be borne by the student.
- iv. Deferment of studies is only permitted for health reasons or national interest. Should a student defer their studies for reasons other than health or national interest, their scholarship will be revoked immediately.
- v. Recipients cannot accept any other funding/loans that cover Tuition Fees while receiving the Kesidang Scholarship.
- vi. Scholarship Recipients must comply to all university rules and regulations.

9.0 INCENTIVES FOR JOURNAL PUBLICATION AND INVOLVEMENT IN TEACHING AND LEARNING

9.1 Incentives for Journal Publication

- 9.1.1 The Kesidang Scholarship program offers a publication incentive to scholarship recipients who successfully publish in journals indexed by WOS/SCOPUS/ERA.
- 9.1.2 This incentive is available to all scholarship recipients, both in research programmes or coursework programmes, who manage to publish in indexed journals during their scholarship funding period.
- 9.1.3 The journal publication incentive is determined based on the journal and its category as detailed in Table 2.

Table 2: Publication Incentive by Journal and Category

Journal	Journal Category	Incentives (RM)
WOS	WOS (Q1)	1500.00
	WOS (Q2)	1000.00
	WOS (Q3)	700.00
SCOPUS/ERA	-	500.00

9.1.4 Recipients are required to submit their research journal, indexed by WOS/SCOPUS/ERA (Paper Published), along with publication verification by Perpustakaan Laman Hikmah (PLH) to the SPS within the set funding period.

9.1.5 The recipient must be either the first author of the published journal or the second author if the supervisor is listed as the first author.

9.1.6 For each journal publication, there must be an acknowledgment stating that the research was funded by the Kesidang Scholarship. Journal articles that do not include this acknowledgment will not be eligible for the publication incentive claim.

9.1.7 The publication incentive will be paid as a 'one off' basis for each journal published by the scholarship recipient as in Table 2.

9.2 Incentives for Involvement in Teaching and Learning

9.2.1 Subject to the requirements of the Faculty, scholarship recipients may be appointed to assist in teaching and learning activities by the Faculty for a maximum of 6 hours per week.

9.2.2 Incentives for involvement in teaching and learning are offered on an hourly basis according to the payment rate of part-time facilitators under the service category of Management and Professional Group Grades 41-44, in accordance with *Pekeliling Perbendaharaan Bil. 2 Tahun 2005* and *Pekeliling Bendahari Bil. 2/2007*, as detailed in Table 3.

Table 3: Incentive for Involvement in Teaching and Learning

Incentives/ Per Hour (RM)	Number of Hours	Total (RM)
80.00	6 hours (a week)	480.00
	24 hours (a month)	1,920.00

9.2.3 The appointment process is carried out at the Faculty level and requires the Deputy Vice-Chancellor (Academic and International)'s approval. The Faculty is responsible for preparing and overseeing tasks aimed at assisting teaching and learning activities.

9.2.4 A copy of the appointment letter, the work schedule with a verification from the Dean of the Faculty must be submitted to SPS.

9.2.5 Claims can be made on a monthly basis upon completion of duties.

9.3 Scholarship recipients are encouraged to seek additional funding sources to cover living expenses. They may apply for a Graduate Research Assistant (GRA) position, which is subject to availability and the specified terms and conditions.

10.0 TERMINATION OF SCHOLARSHIP

10.1 The scholarship will be terminated under the following circumstances:

- i. If the student receives another sponsorship that covers Tuition Fees during the scholarship funding duration.
- ii. Upon reaching the maximum funding duration, which is six (6) semesters for a PhD and four (4) semesters for a Master's degree.
- iii. Fails to register for a semester (becomes Inactive).
- iv. Fails to maintain Good Standing (KB) each semester during the funding duration.
- v. Defers studies for reasons other than health or national security interests.
- vi. Withdraws from studies.
- vii. Decides to discontinue the scholarship.
- viii. Terminated from their studies.
- ix. Violates any regulations set by the University.

 The application form:



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